



INVITATION FOR BID

BID NAME AND NUMBER:
Projection System, BKH 2222

BID OPENING TIME AND DATE:
APRIL 18, 2011 AT 2:00PM

BUYER:
KERRY HUTCHINSON
Bids @ uno.edu

RETURN ALL BIDS TO THE FOLLOWING ADDRESS:

Purchasing Office
Mathematics Building, Room 351
University of New Orleans
2000 Lakeshore Drive
New Orleans, Louisiana 70148
Phone: (504) 280-6214
Fax: (504) 280-6297

General Instructions to Bidders

1 Invitation to Bid

Bids for the following items and/or services specified are hereby solicited, and will be received by the Purchasing Office until the stated bid opening time and date and then publicly opened.

2 Authority to Sign

Bids must be signed by a person authorized to bind the vendor. In accordance with R. S. 39:1594(C)(4), the person signing the bid must be: 1) A current corporate officer, partnership member or other individual specifically authorized to submit bids as evidenced in appropriate records on file with the secretary of State; or 2) An individual authorized to bind the vendor, as evidenced by a corporate resolution, certificate, or affidavit; or 3) other documents indicating authority which are acceptable to the University.

3 Read Solicitation

Read the entire solicitation, including all terms, conditions, and specifications.

4 Corrections

All bids should be returned on the forms furnished and must be typed or written in ink. Any corrections or erasures must be initialed by the bidder.

5 Delivery of Bids

Bids may be submitted in person, by mail, or electronic transmission. The mailing address and e-mail address are listed on the cover sheet. All e-mailed bids will be printed and put into envelopes by office personnel. Bids delivered in person or by mail should be placed in a sealed envelope and marked with the bid name and number, the bid opening time and date, and the name and address of the bidder. The same information should be affixed to any additional materials sent as a part of the bid submission.

6 Bid Alterations

Alterations to bids will be accepted provided both the bid and alterations have been received in the Purchasing Office prior to bid opening time and date.

7 Late Bids

Late bids will not be accepted and will be returned unopened. Each bidder is solely responsible for the timely delivery of its bid. The University will not be responsible for any delay in the delivery of bids.

8 Delivery/Freight Charges

Bid prices will include all delivery/freight charges paid by the vendor, F.O.B., UNO, inside delivery, New Orleans, La, unless otherwise stated in the specifications. Any invoiced delivery charges not quoted and itemized on the UNO purchase order are subject to rejection and non-payment.

9 Taxes

Vendor is responsible for including all applicable taxes in the bid price. The University of New Orleans is exempt from all Louisiana state and local sales and use taxes. By accepting an award, all firms acknowledge their responsibility for the payment of all taxes duly assessed by the State of Louisiana and its political subdivisions for which they are liable.

10 Payment

Payment terms shall be as follows:

50% of custom items (Item 5 & 28) will be paid upon receipt of drawings.

25% of custom items shall be paid upon delivery.

75% of all other deliverable items shall be paid upon delivery.

25% or remaining balance shall be paid upon acceptance of the completed job by the university.

Delinquent payment penalties are governed by L.R.S. 39:1695. Vendor penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by the University in any dispute.

11 Acceptance

Only the issue of a purchase order or a signed acceptance of a proposal constitutes acceptance on the part of the University.

Bid Signature

By signing this bid, the bidder certifies compliance with all general instructions to bidders, terms, conditions, and specifications, and further certifies that this bid is made without collusion or fraud.

Bidder (Company Name)

Mailing Address

Authorized Signature

City, State, Zip Code

Printed Name

Phone Number

Title

Fax Number

E-Mail Address

Federal Tax ID #

Standard Terms and Conditions

These standard terms and conditions apply to all UNO solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of a conflict between the General Instructions to Bidders or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

Auditors

Bidders agrees that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors and/or the University's auditors will have the option of auditing all accounts of the Bidder which relate to this purchase.

Award

Award will be made to the lowest responsible and responsive bidder. The University reserves the right to award the items, separately, grouped, or on an all-or-none basis, and to reject any or all bids and to waive any informalities including technicalities in specifications that would preclude competition.

All solicitation specifications, terms, and conditions will be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

Bidder Inquiries

If a bidder is in doubt as to the meaning of any part of a solicitation, bidder may submit a written request for interpretation to the Buyer of Record. Requests must be received in the Purchasing Office no later than 2:00PM on Monday, April 11, 2011. Any interpretation of the documents will be made by Addendum only, issued by the Purchasing Office, and a copy of such Addendum will be sent to all known bidders. The University will not be responsible for any other explanation of the documents.

Contrary Terms and Conditions

Submittal of any terms and conditions contrary to those contained within this solicitation may cause your bid to be rejected. By signing this bid, vendor agrees that any terms and conditions which may be included in their bid are nullified.

Equal Employment Opportunity Compliance

By submitting and signing this bid, vendor agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Executive Order 11246, Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Vendor agrees not to discriminate, and to render services without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Failure to comply shall be grounds for termination of any contract entered into as a result of this solicitation.

Equivalency

Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand that meets or exceeds the quality of the specifications listed for any item. Bidder must state the brand/model he or she is bidding on each item. Bids not specifying brand and model number will be considered as offering the exact product specified in the solicitation.

It will be the sole responsibility of the Bidder to prove equivalency. Bidder will submit with the bid all illustrations, descriptive literature, and specifications necessary to determine equivalency. Failure to do so may eliminate the bid from consideration. The decision of the University as to equivalency will be final.

Governing Law

This purchase shall be construed in accordance with and governed by the laws of the State of Louisiana.

Louisiana Preference

A preference will be given to materials, supplies, and provision produced, manufactured, assembled, grown, or harvested in Louisiana, quality being equal to articles offered by competitors outside of the state. However, it will be the bidder's sole responsibility to indicate on his bid response which items were (or would be) produced, manufactured, assembled, grown, or harvested in Louisiana. Bidder must be able to provide satisfactory evidence to support preference claim if requested by the University. The enclosed Louisiana Preferences **must** be returned as a part of this bid.

Legislators Prohibited

According to LAS-R.S. 42:113(D)) the University is prohibited from entering into any contract or subcontract with a legislator or person who has been certified by the Secretary of State as elected to the Legislature or spouse of a legislator, or any corporation, partnership, or other legal entity in which the Legislator or his/her spouse owns an interest, except publicly traded corporations. Each bidder **must** return the enclosed Disclosure Form as a part of his bid.

New Products

All products are to be new, current model, and of best quality as measured by accepted standards of the trade. No remanufactured, demonstrator, used, or irregular products will be considered for purchase unless otherwise specified.

Warranty

The manufacturer's standard published warranty and provision will apply, unless more stringent warranties are otherwise required by UNO and specified in the solicitation. In such cases, the bidder and/or manufacturer will honor the specified warranty requirements, and bid prices will include any premium costs of such coverage.

Bid Specifications

THE UNIVERSITY OF NEW ORLEANS DESIRES TO PURCHASE A PROJECTION SYSTEM FOR THE FILM, THEATRE AND COMMUNICATION ARTS DEPARTMENT.

THE SUCCESSFUL WINNING BIDDER WILL BE REQUIRED TO VISIT THE INSTALLATION SITE (ITEM 26) PRIOR TO THE CREATION OF ANY CUSTOMIZED MATERIALS MENTIONED IN THIS BID.

ALL ASSOCIATED SHIPPING COSTS SHALL BE INCLUDED IN THE UNIT PRICES QUOTES.

ALL ITEMS WILL BE AWARDED TO THE OVERALL LOWEST RESPONSIBLE, RESPONSIVE BIDDER.

UNO WILL SUPPLY POWER FEEDS TO EQUIPMENT LOCATIONS, VENDOR WILL TERMINATE AND/OR CONNECT POWER TO EQUIPMENT.

UNO SHALL BE SUPPLIED WITH A COPY OF ALL ASSOCIATED DRAWINGS FOR THIS PROJECT BY THE WINNING BIDDER FOR APPROVAL BY UNO BEFORE BEGINNING CONSTRUCTION.

1. 2K Digital Cinema Projection System (Barco DP2K-23B or equal)

- a. Projector must be based on DLP projection chip with 3-chip design. Must have a minimum resolution of 2K (2048x1080pixels). Must have an integrated media block port/slot/interface compatible with DCI Media Player (item 10) Media block interface must meet DCI standards for encrypted DCP media and allow for legal playback of licensed and distributed DCP content.
- b. PROJECTOR MUST BE FIELD UPGRADABLE TO 4K (4096x2160 Pixels) RESOLUTION VIA FIELD INSTALLABLE 4K DMD MODULE. ***SEE ITEM 26***
- c. Must accept Xenon lamps of variable wattages between 1500 and 4000 watts.
- d. Must be Ethernet addressable with diagnostics and control software.
- e. Must have contrast ratio of at least 2000:1.
- f. Must include a motorized 1.6-2.5:1 zoom lens with recallable preset positions for zoom and horizontal and vertical lens shift.
- g. Projector must have hermetically sealed display engine to minimize dust intrusion.
- h. Projector must be of modular design to allow easy exchange of 4000 watt power supply, lamp housing, and light engine. Projector must be upgradable with Dolby 3D projection module.
- i. Projector must include all video and data cables necessary for proper connection and operation of server (item 10), blu-ray player (item 8), PC Controller (item 3) and alternative input scaler (item 2).
- j. Must have minimum of 2 year warranty.

2. Scaler (Barco ACS-2048 or Equal)

- a. Alternative input scaler to allow input of DVI-I, HD-SDI, SD-SDI, and Analog Component HD, Analog Component SD, and Composite SD signals. Must comply with SMPTE259M and 292M standards. Must support HDCP input sources. Must have local push-button control as well as full IP control of all routing and settings features.

3. PC Controller

- a. Integrated remote computer system with projector controller software.
- b. Must be compatible with item 1 and allow control of configuration and preset functions of the projector.

4. AC Spike Suppressor (MIT IS-30 or Equal)

- a. 3 Phase 30 amps per phase continuous surge suppression device.
- b. Voltage rating not less than 250VAC or 44VAC phase-to-phase.
- c. Power connection via internal terminal blocks.
- d. Must have counter indicating number of surges/spikes suppressed.
- e. Must have a bypass switch which allows continued equipment operation when suppression circuit malfunctions or fails.

5. Custom Base

- a. Custom metal mounting base for projector (item1).
- b. Base must lock projector into alignment with screen.

- c. Forward and aft rail guided cart, pin registered, bumper stops, 4" cart height, cable clearance down center of cart.

6. Glass Port Window

- a. 18' x 31.5" port frame with angled optical glass. See specification drawing in Attachment A.

7. Lamp Changing Kit

- a. Safety kit with tools for changing high pressure short arc digital cinema lamps. Kit will be compatible with projector (item 1) Kit will include:
 - i. Face shield
 - ii. Head gear
 - iii. Gloves
 - iv. Flack jacket
 - v. Metric thin wrenches
 - vi. Metric Allen wrenches
 - vii. Spare hardware – screws, nuts.

8. Blu-Ray Player (Oppo BDP-93 or Equal)

- a. Bluray disc player with dual separately assignable HDMI outputs and discrete 7.1 channel audio outputs.
- b. Must have External Infrared Input port to allow ID distribution.
- c. Must playback both PAL and NTSC content and must convert content in each format for playback in the other. Must support the following disc types: BD-Video, Blu-ray 3D, DVD-Video, DVD-Audio, AVCHD, SACD, CD, HDCD, Kodak Picture CD, CD-R/RW, DVD±R/RW, DVD±R DL, BD-R/RE, BD-R/RE DL/.
- d. Must support the following BD Profiles: BD-ROM Version 2.4 Profile 5 for 3D (also compatible with Profile 2, Profile 1 Version 1.0 and 1.1)

9. 3KW Lamp

- a. 3 kilowatt short arc lamp for projector (item 1)

10. DCI Media Player (Doremi DCP2K4 with Barco Media Block and Vault or equal)

- a. System must include a DCI compliant digital media playback device capable of playback of encrypted DCP media sources at 4K resolution.
- b. Must include a minimum of 2 terabytes of media storage space.
- c. Must include show control software capable of building and programming playlists of media.
- d. Must include a media block compatible for installation in projector (item 1) and must be licensed for decryption and playback of 4K media through projector.
- e. Must include 1500VA Uninterruptable Power Supply/Battery Backup, Rackmount Keyboard, Mouse, Monitor, and all cables for integration.

11. Audio Rack

- a. 44Ru Black metal equipment rack with Glass front, metal sides, and roof fans.
- b. Must be capable of holding items 2, 10, 12, 13, 14, 15, 16, and all power strips and UPS devices with no equipment protruding beyond the front or back planes of the rack.
- c. Doors must close fully with all equipment installed.

12. Digital Cinema Processor (Dolby CP750 or equal)

- a. Cinema processor capable of decoding Dolby Digital AC-3, Dolby Pro Logic, Dolby Pro Logic II, Dolby Digital Surround EX, and PCM at 44.1KHz, 48KHz, and 96KHz at 16, 20, and 24 bit depth.
- b. Must have inputs to decode Toslink Optical.
- c. Must have 1 8-channel AES digital input, 2 Stereo AES inputs, and 1 8-channel analog input, 1 mic input with phantom power, and 1 RCA input. Must feed 8 channel digital signal to digital to analog converter (ITEM 13)
- d. Must be ethernet addressable.

13. Digital Media Adapter (Dolby DMA8 Plus or equal)

- a. Digital to analog converter accepts AES inputs with 1x8 channel, 2x2 channel, and one optical digital inputs.
- b. Must decode Dolby E, Dolby Digital, and Dolby Pro Logic II encoded streams.
- c. Must connect to Digital Cinema Processor (Item 12) Must have global delay from 0ms up to 250ms and surround channel delay from 0ms up to 150ms.
- d. Must be ethernet addressable.

14. Booth Monitor (QSC DM-10D or equal)

- a. Digital cinema monitor and processor for control of speaker system, (Items 16, 167, 18, 19).
- b. Must provide crossover, equalization, polarity, digital delay, and gain adjustment for each speaker or group of speakers in the system.
- c. Must allow monitoring of individual cinema channels.
- d. Must be ethernet addressable and configurable.

15. Surround Amplifier (QSC DCA1622 or equal)

- a. 2 Channel Audio amplifier. Stereo Mode both Channels Driven. 300Watts at 8 Ohms, 500Watts at 4 Ohms, 20Hz to 20KHz 0.05%THD.
- b. Amplifier must have Neutrik Speakon connectors.
- c. Must have Full short circuit, open circuit, thermal, ultrasonic, and RF protection.
- d. Must have front power switch and LED status indicators for metering, status and operation mode.

16. Main Channel Amplifier (QSC DCA2422 or equal)

- a. 2 Channel Audio amplifier. Stereo Mode both Channels Driven. 425Watts at 8 Ohms, 700Watts at 4 Ohms, 20Hz to 20KHz 0.05%THD.
- b. Amplifier must have Neutrik Speakon connectors.
- c. Must have Full short circuit, open circuit, thermal, ultrasonic, and RF protection.

- d. Must have front power switch and LED status indicators for metering, status and operation mode.

17. Main Speakers (QSC SC-322X or equal)

- a. 2-way passive screen channels speaker system with 2x15 inch woofers and 1 horn.
- b. Coverage must be 90° horizontal by +15° to -35° vertical coverage.
- c. Must have frequency range 32Hz-16KHz or better. 300Watts RMS power capacity. 4 Ohm impedance. Sensitivity 1 watt/1 meter, half space 97.5 dB

18. Surround Speakers (QSC SR-46 or equal)

- a. Cinema surround loudspeaker 50Hz to 20KHz frequency response. 90° horizontal x 50 ° vertical (averaged from 1 kHz to 10 kHz, -6 dB.) 250Watts RMS power capacity.
- b. 2-way design with 3KHz crossover frequency.
- c. Must be wall mountable on cinderblock wall via 2 piece mounting bracket included with speaker. Must have parallel outputs for connection to additional surround units.

19. Sub Woofer (QSC SB-7218 or equal)

- a. Sub woofer with dual 700 watt 18" transducers.
- b. Frequency range 22Hz to 100 Hz (-6db, half space) 19Hz to 250Hz (-10db half space).
- c. Cabinet tuned to 25Hz with theft resistant attachment hardware. 1200 Watts RMS Maximum Input Power. Sensitivity 1 watt/1 meter, half space 101db.

20. Speaker Wire

- a. Speaker wire of minimum gauge required to connect amplifiers (items 15 and 16) to corresponding speakers (items 17, 18 and 19) respectively.
- b. Must meet or exceed all standards required by manufactures of items 15, 16, 17, 18, and 19) for factory certified installation.
- c. Must have LED indicators to indicate load faults, open circuits, and shorts in the speaker system.

21. Audio Install/Commissioning

- a. Technician must be a certified cinema audio technician 4-mic multiplexer and real-time analyzer required for sound calibration.
- b. Technician will make final terminations of speaker and signal cables to equipment in rack, set crossover settings and sound pressure levels, set room equalization to SMPTE standards.
- c. Verify performance of audio system with demo content.
- d. Train two staff on basic trouble shooting and operation of sound system.
- e. Must include all wire, cables, Power distribution and install supplies.
- f. Must include all expenses, labor, and travel costs.

22. Projector Uncrate, Install, and Commissioning

- a. Must be projector manufacture factory certified technician Photo Research PR-650/655 or Minolta CS-200 color spectrometer required for color and light calibration.
- b. Technician will install track system, mount projector on cart, final termination of AC power and signal cables, target image to screen, set light and color settings to DCI standards. Macros will be created for the various input signals/formats.
- c. Training performed on basic trouble shooting, communicator software operation, lamp changing and macro creation.
- d. Must include all expenses, labor, and travel costs.
- e. Uncrating and debris removal for all items must be included.

23. Engineering and Project Management

- a. Engineering – custom cart/track design with fabrication drawings, lens calculation, rack layout, system interconnect diagram.

24. Projection Screen (MDI Motorized Polichinel Series or Equal)

- a. Screen projection surface must be 32 feet wide by 18 feet high with sufficient black masking above and below the image area to allow the image area to be lowered into the projection space.
- b. Masking must cover the area from the top of the projection surface to the motorized box and from the bottom of the projection surface to the floor below.
- c. Screen must be motorized roll down type and must fully retract and extend into and out of the projection area. Screen must include wired remote control for operation from control booth. Screen material must be perforated Textured PVC Matte White with 1.0 gain and meet NFPA-701 and M1 flame retardant ratings.
- d. Luminance of 0.9 in axis.
- e. Screen must have an truss, low noise motor, fast drop roll and unroll operation and predefined limit switch.
- f. **Site visit required by the winning bidder for measurements.**

25. Site Visit

- a. One-day site visit to acquire all measurements for custom fabricated hardware, determine installation positions and space dimensions for projector, equipment/server rack, surround speakers, speaker wiring (position and length), projection window, top and bottom masking dimensions for projection screen and all other custom installed or fabricated hardware.

26. 4K Upgrade Module

- a. 4K DMD Imager module to upgrade projector (item 1) to full 4K (4096x2160pixel) resolution. Must include all hardware, on-site installation and recalibration charges.
- b. Requires return of 2k imaging module.

27. Other Charges

- a. Other anticipated charges for necessary components or labor not specified above.
- b. These charges must be justified and absolutely necessary for the successful installation and function of the above specified system.
- c. An itemization and justification of all other charges quoted in this line item must be included with your bid submission.
- d. Failure to include the itemized detail and justification may be cause for disqualification.
- e. UNO MUST APPROVE ALL OTHER CHARGES.

28. Custom Speaker Cart

- a. Cart will have a welded metal frame with 6" locking casters.
- b. Cart will secure speaker in place and be of such design as to minimize risk of tipping.
- c. Cart shall not rattle or emit or generate unwanted sound when exposed to high sound pressure levels.
- d. Cart will lift speaker to proper height in relation to projection screen as determined by measurements taken during site visit. (item 25).
- e. Quoted price shall include all design and engineering costs.

QUOTE FORM

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL</u>
1	1	2K Digital Cinema Projection System (Barco DP2K-23B or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
2	1	Scaler (Barco ACS-2048 or Equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
3	1	PC Controller	\$ _____	\$ _____
		_____ Brand and Model Quoted		

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL</u>
4	1	AC Spike Supressor (MIT IS-30 or Equal)	\$_____	\$_____
		_____ Brand and Model Quoted		
5	1	Custom Base	\$_____	\$_____
		_____ Brand and Model Quoted		
6	1	Glass Port Window	\$_____	\$_____
		_____ Brand and Model Quoted		
7	1	Lamp Changing Kit	\$_____	\$_____
		_____ Brand and Model Quoted		
8	1	Blu-Ray Player (Oppo BDP-93 or Equal)	\$_____	\$_____
		_____ Brand and Model Quoted		
9	3	3KW Lamp	\$_____	\$_____
		_____ Brand and Model Quoted		
10	1	DCI Media Player (Doremi DCP2K4 with Barco Media Block and Show Vault or equal)	\$_____	\$_____
		_____ Brand and Model Quoted		

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL</u>
11	1	DCI Media Player (Doremi DCP2K4 with Barco Media Block and Show Vault or Equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
12	1	Audio Rack	\$ _____	\$ _____
		_____ Brand and Model Quoted		
13	1	Digital Cinema Processor (Dolby CP750 or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
14	1	Digital Media Adapter (Dolby DMA8 Plus or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
15	1	Booth Monitor (QSC DM-10D or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
16	3	Surround Amplifier (QSC DCA1622 or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		
17	2	Main Channel Amplifier (QSC DCA2422 or equal)	\$ _____	\$ _____
		_____ Brand and Model Quoted		

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL</u>
18	3	Main Speakers (QSC SC-322X or equal)	\$_____	\$_____
		_____ Brand and Model Quoted		
19	6	Surround Speakers (QSC SR-46 or equal)	\$_____	\$_____
		_____ Brand and Model Quoted		
20	1	Sub Woofer (QSC SB-7218 or equal)	\$_____	\$_____
		_____ Brand and Model Quoted		
21	1	Speaker Wire	\$_____	\$_____
		_____ Brand and Model Quoted		
22	1	Audio Install/Commissioning	\$_____	\$_____
		_____ Brand and Model Quoted		
23	1	Projector Install/Commissioning	\$_____	\$_____
		_____ Brand and Model Quoted		
24	1	Engineering and Project Management	\$_____	\$_____
		_____ Brand and Model Quoted		

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT COST</u>	<u>TOTAL</u>
25	1	Projection Screen (MDI Motorized Polichinel Series or Equal)	\$ _____	\$ _____

		Brand and Model Quoted		
26	1	Site Visit if determine to be the winning bidder	\$ _____	\$ _____
27	1	4K Upgrade Module	\$ _____	\$ _____

		Brand and Model Quoted		
28	1	Any Other Charges (attach details)	\$ _____	\$ _____
29	4	Custom Speaker Cart	\$ _____	\$ _____

DISCLOSURE FORM

EACH BIDDER IS TO DISCLOSE THE FOLLOWING INFORMATION BY ANSWERING YES OR NO TO THE FOLLOWING QUESTIONS:

1. Is the bidder a legislator or person who has been certified by the Secretary of State as elected to the Legislature? _____
2. Is the bidder a spouse of a legislator? _____
3. If the bidder is a corporation, partnership, or other legal entity, does a legislator or his spouse own any interest in that corporation, partnership or other legal entity?

4. If the bidder is a corporation, is it a publicly traded corporation? _____

LOUISIANA PREFERENCES

FAILURE TO SPECIFY BELOW INFORMATION **WILL** CAUSE ELIMINATION FROM PREFERENCE.
Preferences shall not apply to service contracts.

In accordance with the Louisiana Revised Statutes 39:1595, a preference of 10% may be allowed for products produced, manufactured, grown or assembled in Louisiana of equal quality.
Do you claim this preference? YES _____ NO _____

Specify Item Numbers:

Specify location within Louisiana where this product is produced, manufactured, grown or assembled: _____

Do you have a Louisiana Business workforce? YES _____ NO _____

If so do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents?

YES _____ NO _____

Special Terms and Conditions

1. All items delivered shall be subject to inspection as to grade and/or quality. If any item is inspected and fails to meet the specifications, the delivery already made will be held for the Vendor's disposition or returned to the Vendor via Freight Collect. If the Vendor fails to make satisfactory replacement within a reasonable time as determined by the University, the University reserves the right to cancel the item and to purchase it elsewhere.
2. If bidding other than the specified brand/model, detailed literature including product specifications shall be submitted with the bid.
3. In the event a greater quantity is needed, the right is reserved by the University to increase the amount, at the unit price stated in the bid, for 12 months from the date of award.
4. Discounts for less than 1% and for less than thirty (30) days will not be considered in making awards.
5. NOTE: If, upon visiting site, Vendor finds conditions that disagree with the physical layout as described in this bid, or other features of the specifications that appear to be in error, vendor shall notify the buyer immediately.
6. It shall be specifically agreed and understood that the Bidders may attend the Bid opening. It shall also be specifically agreed and understood that the decision of the University shall be final.
7. The University reserves the right to cancel this contract for failure of the Vendor to deliver on time, for delivery of unsatisfactory merchandise, or for any unsatisfactory performance by the Vendor as determined by the University.
8. Successful bidder will furnish written factory instructions for the operation and maintenance of the equipment purchased.
9. Successful bidder will be responsible for the unloading, uncrating, placing of equipment and/or supplies in the location designated by the University and removal of debris.
10. Delivery Schedule: Due to fiscal year funding, all items of this purchase order must be delivered, installed and accepted by the university no later than June 30, 2011.
11. Vendor compliance with the attached insurance requirements is mandatory, and evidence of such compliance must be submitted with the bid. Failure to do so will result in immediate disqualification of the bid.
12. List of subcontractors: The bidder signing the bid shall be designated as the Prime Vendor on any contract/agreement resulting from this bid. If additional subcontractors will be

used for items covered under this proposal, the bidder must submit, with bid, a list of those subcontractors.

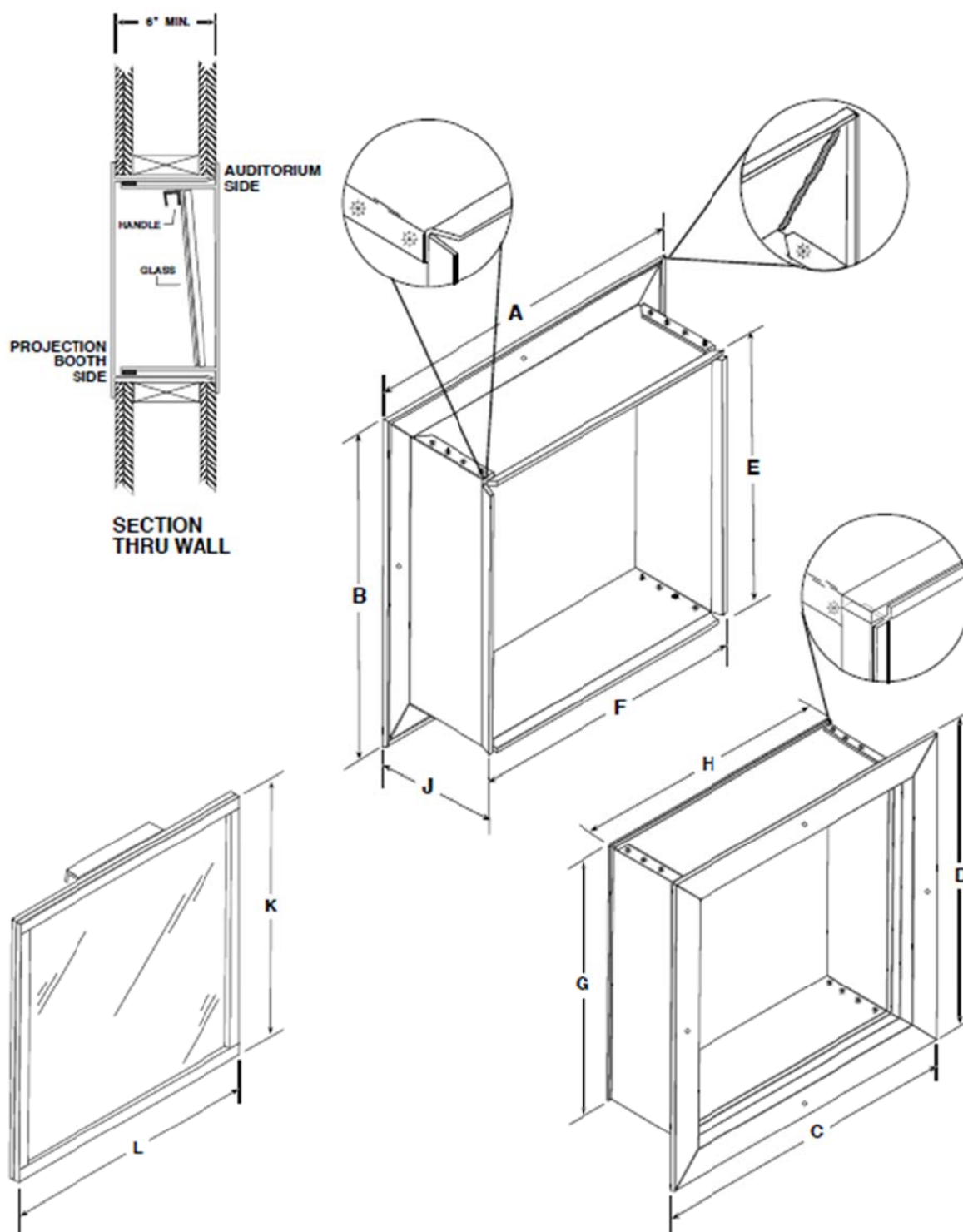
13. Delivery is of the essence and the University reserves the right to award to that Vendor providing the earliest delivery date. The University also reserves the right to reject any Vendor who cannot make completion of installation and training by June 30, 2011.

ATTACHMENT A



Systems Inc., 284 Broadway, Huntington Station, NY 11746 • 631.421.1230 • FAX 631.421.1274

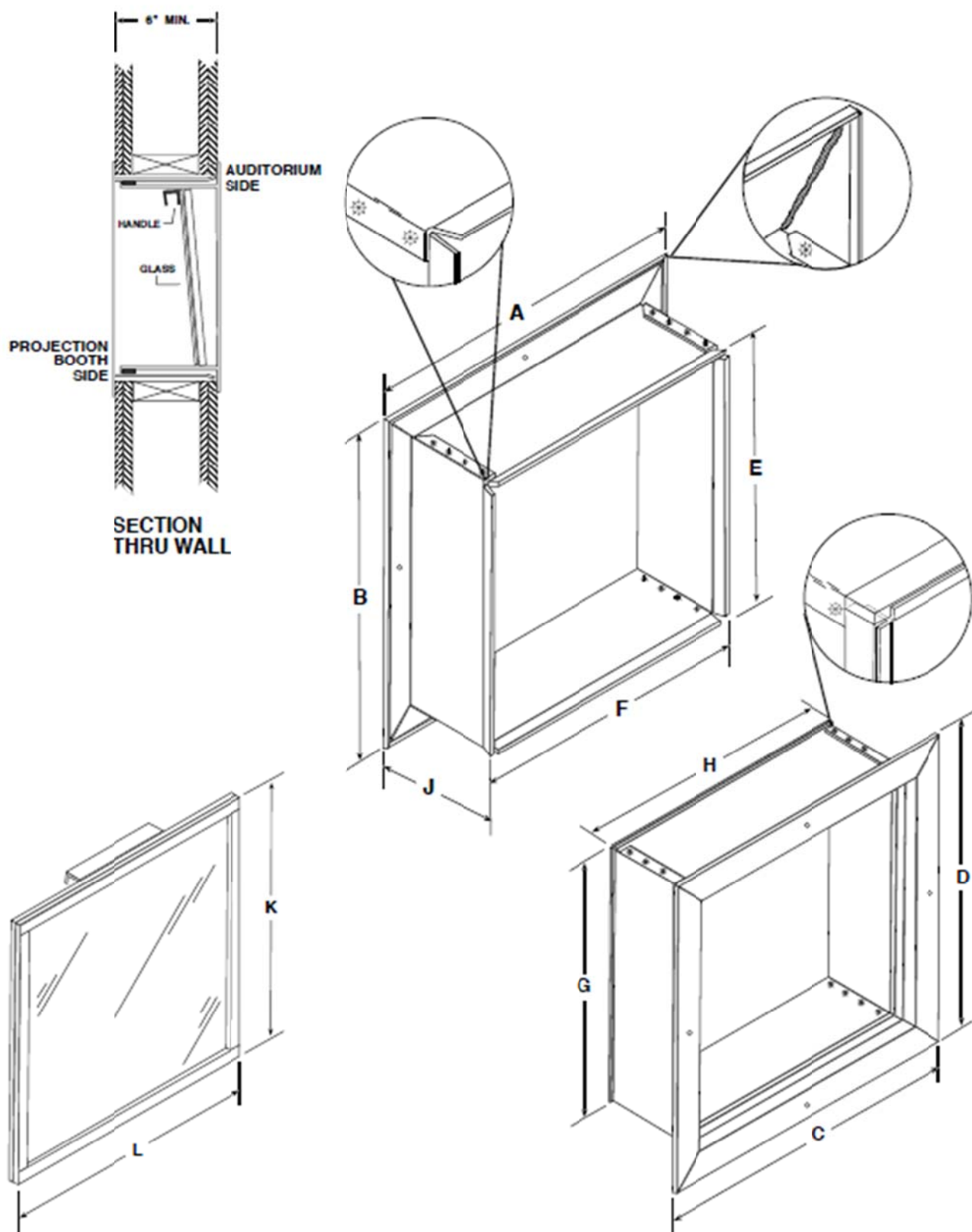
Porthole Dimension Sheet for 18-1/2 x 31 Frame





Systems Inc., 284 Broadway, Huntington Station, NY 11746 • 631.421.1230 • FAX 631.421.1274

Porthole Dimension Sheet for 18-1/2 x 31 Frame



Porthole Dimension Sheet for 18-1/2 x 31 Frame

A: 35"

B: 22-1/2"

C: 34-3/8"

D: 21-7/8"

E: 19-3/8"

F: 31-7/8"

G: 18-7/8"

H: 31-3/8"

J: 6"

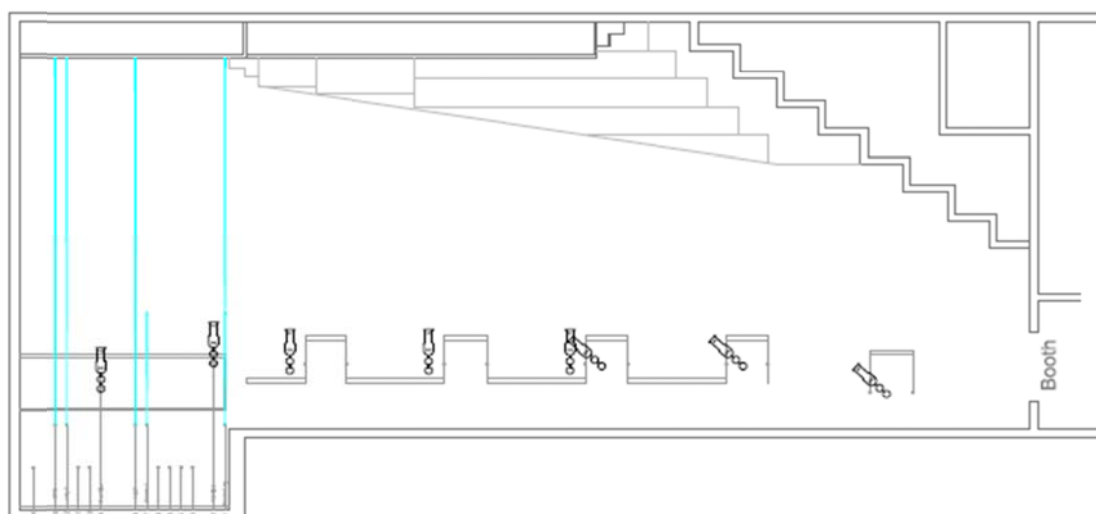
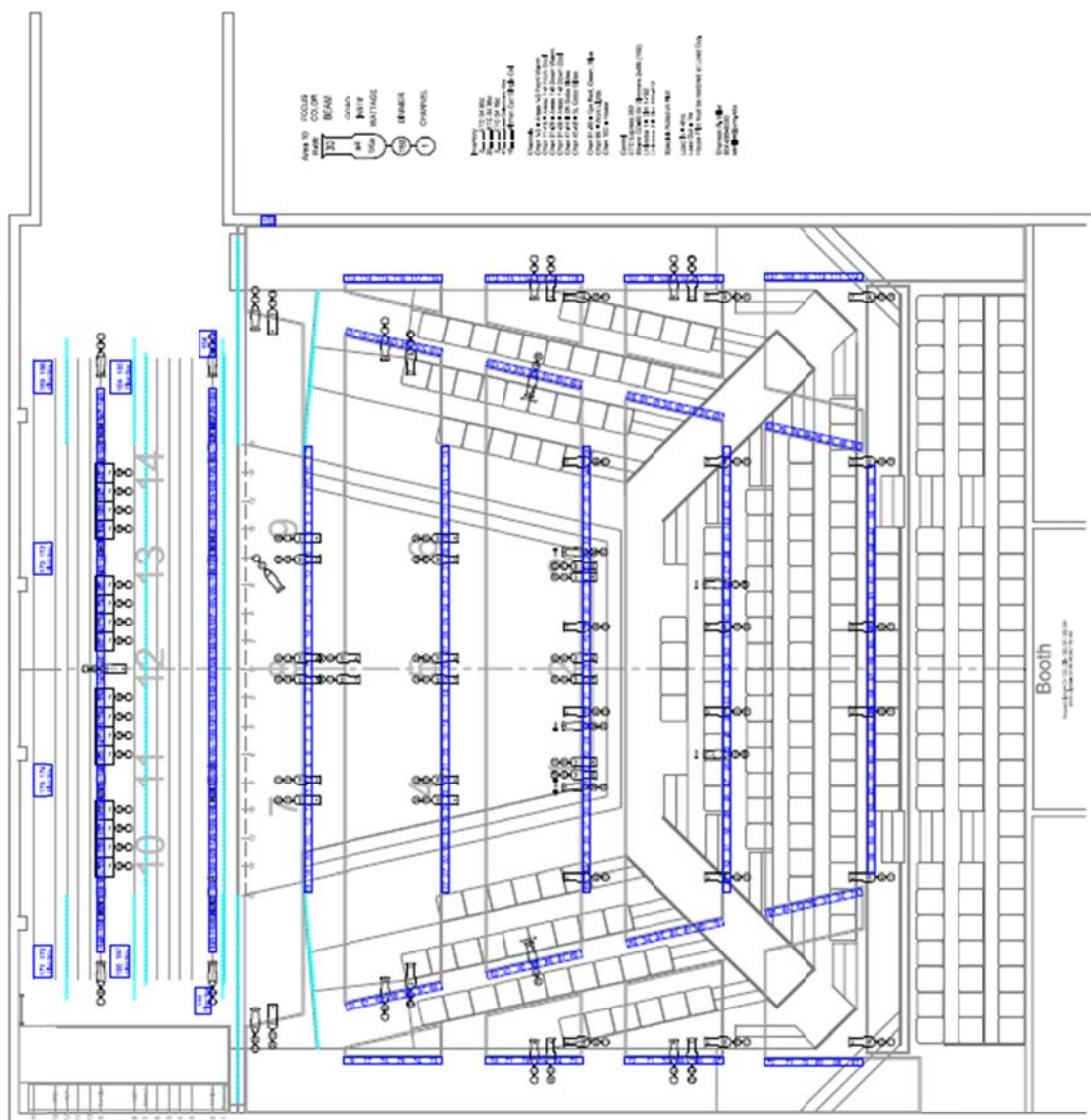
K: 18-1/8"

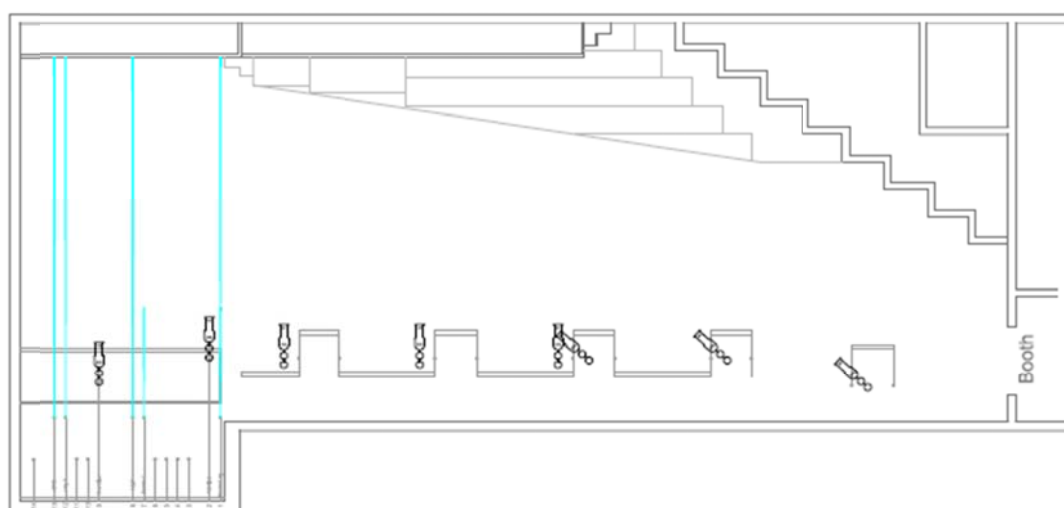
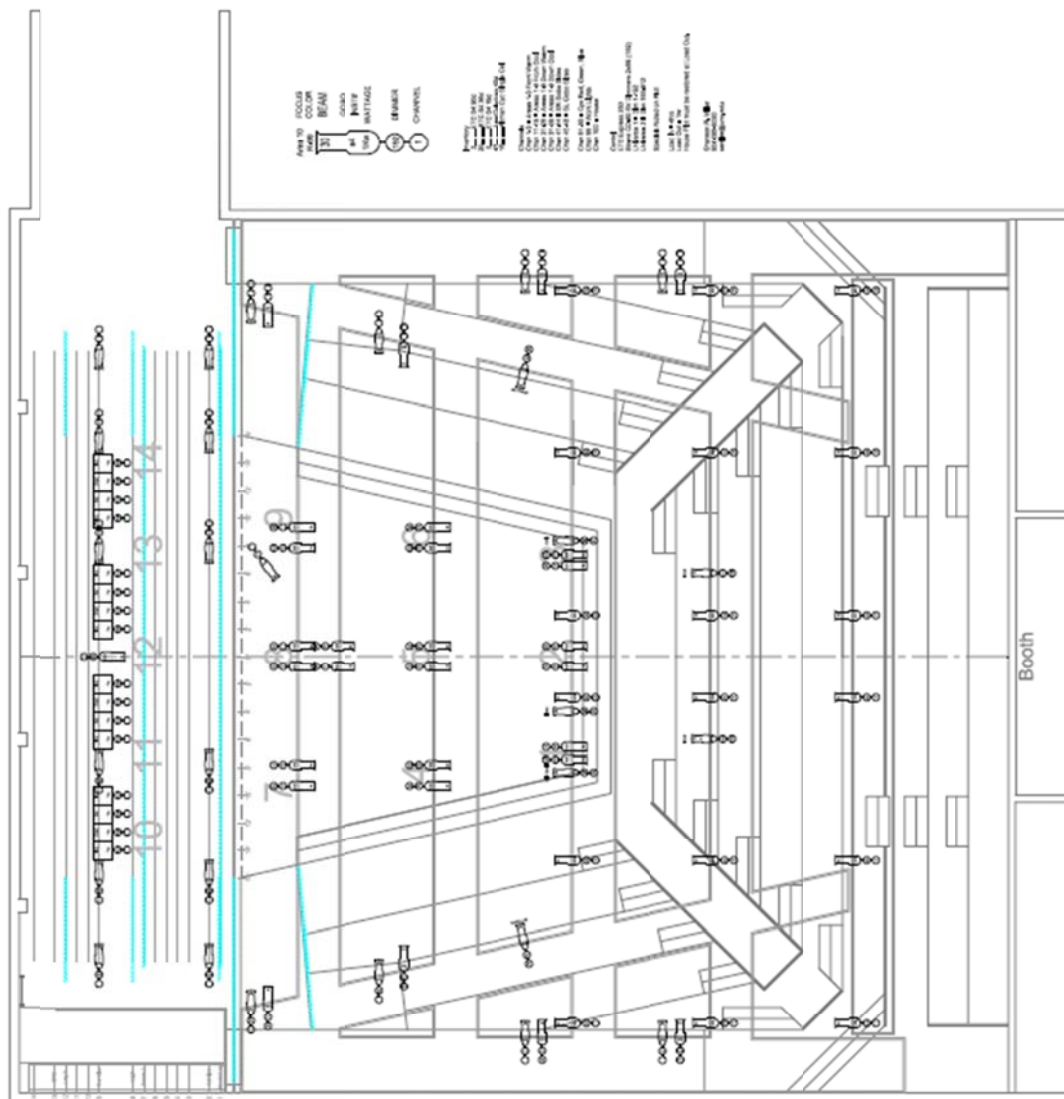
L: 30-5/8"

Rough Wall Opening 20"h X 31-1/2"w

Clear Opening for Projected Light Path is 17"h X 29-1/2"w

Glass set at 7 degree tilt





ATTACHMENT B

INSURANCE AND INDEMNIFICATION

Before commencing work, the other party (vendor/contractor and or subcontractor) shall obtain at its own cost and expense the following insurance in insurance companies authorized in the State, with an A.M. Best rating of A- VI or higher and shall provide evidence of such insurance to the University of New Orleans. The policies or certificates thereof, shall provide that thirty days prior to cancellation notices of same shall be given to the University of New Orleans by registered mail, return receipt requested, for all of the following stated insurance policies. All notices shall name the contractor and identify the agreement or contract number.

- A. Worker's Compensation - Statutory - in compliance with the Compensation law of the State. Exception: Employers Liability is to be \$1,000,000 when work is to be over water and involves maritime exposure. (A. M. Best's rating requirement mentioned above is waived for workers compensation coverage only.)
- B. Commercial General Liability Insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and property damage. This insurance shall show on the certificate of insurance which of the following coverages is not included in the policy, if any:
 - 1. Premises - Operations
 - 2. Broad Form Contractual Liability
 - 3. Products and Completed Operations
 - 4. Use of Contractors and Subcontractors
 - 5. Personal Injury
 - 6. Broad Form Property Damage
- C. Automobile Liability Insurance with a minimum limit of liability per occurrence of \$1,000,000 for bodily injury and property damage unless otherwise indicated in the contract specifications. This insurance shall include for bodily injury and property damage the following coverages:
 - 1. Owned automobiles
 - 2. Hired automobiles
 - 3. Non-owned automobiles

Note: If the vendor/contractor does not own an automobile and an automobile is utilized in the execution of the contract, then only hired and non-owned coverage is acceptable. If an automobile is not utilized in the execution of the contract, then automobile coverage is not required.

Location of operation shall be "All Locations".

- D. Other Party's Professional Liability. The other party shall provide such insurance. (Minimum limits of \$1,000,000). Required in the "Special Conditions" of the contract specification.
- E. If at any time any of the policies shall become unsatisfactory to the University of New

Orleans as to form or substance, or if a company issuing any such policy shall become unsatisfactory to the University of New Orleans, the other party shall obtain a new policy, submit the same to the University of New Orleans for approval and submit a certificate of insurance as required. Upon failure of the other party to furnish, deliver and maintain such insurance as above provided, this contract at the election of the University of New Orleans may be forthwith declared suspended, discontinued or terminated. Failure of the other party to take out and/or maintain any required insurance, shall not relieve the other party from any liability under the contract, nor shall the insurance requirements be construed to conflict with the obligations of the other party concerning indemnification.

- F. All policies and certificates of insurance of the other party shall reflect the following:
1. The other party's insurer will have no right of recovery or subrogation against the University of New Orleans, it being the intention of the parties that the insurance policies so affected shall protect both parties and the primary coverage for any and all losses covered by the described insurance.
 2. The University of New Orleans shall be named as an "additional insured" as regards negligence by the contractor. (ISO Form CG 20 10 11 85).
 3. The insurance companies issuing the policy or policies shall have no recourse against the University of New Orleans for payment of any premiums or for assessments under any form of policy.
- G. The following Indemnification Agreement shall be, and is hereby, a provision of the contract:
- The other party agrees to protect, defend, indemnify, save and hold harmless the University of New Orleans, its officers, agents, servants and employees, including volunteers, from and against any and all claims, demands, expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any act or omission of the other party, its agents, servants, and employees, or any and all costs, expense and/or attorney fees incurred by the other party as a result of any claim, demands, and/or causes of action except of those claims, demands, and/or causes of action arising out of the negligence of the University of New Orleans, its agents, representatives, and/or employees. The other party agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.
- H. Any and all deductibles in the below described insurance policies shall be assumed by and be for the amount of, and at the sole risk of the other party.
- I. The insurance companies issuing the policy or policies shall have no recourse against the University of New Orleans for payment of any premiums or for assessments under any form of policy.
- J. All property losses shall be made payable to and adjusted with the University of New Orleans.
- K. Neither the acceptance of the completed work nor payment therefor shall release the

contractor/subcontractor from his obligations from the insurance requirements or indemnification agreement.

- L. Additional insurance may be required on an individual basis for extra hazardous contracts and specific service agreements. If such additional insurance is required for a specific contract, that requirement will be described in the "Special Conditions" of the contract specifications.
- M. If any of the Property and Casualty insurance requirements (Exhibit A or B) are not complied with at their renewal dates, payments to the contractor/subcontractor may be withheld until those requirements have been met, or at the option of the University of New Orleans, the University of New Orleans may pay the Renewal Premium and withhold such payments from any monies due the contractor/subcontractor.

INSURANCE REQUIREMENTS FOR CONTRACTORS

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the contractor's bid.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. Insurance Services Office form number GL 0002 (Ed. 1/73) covering Comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability; or Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001). **"Claims Made" form is unacceptable. The "occurrence form" shall not have a "sunset clause".**
2. Insurance Services Office form number CA 0001 (Ed. 1/78) covering Automobile Liability and endorsement CA 0025 or CA 0001 12 90. The policy shall provide coverage for owned, hired, and non-owned coverage. If an automobile is to be utilized in the execution of this contract, and the vendor/contractor does not own a vehicle, then proof of hired and non-owned coverage is sufficient.
3. Workers' Compensation insurance as required by the Labor Code of the State of Louisiana, including Employers Liability Insurance.

B. MINIMUM LIMITS OF INSURANCE

Contractor shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage.
2. Automobile Liability: \$1,000,000 combined single limit per accident, for bodily injury and property damage.

3. Workers Compensation and Employers Liability: Workers' Compensation limits as required by the Labor Code of the State of Louisiana and Employers Liability coverage. Exception: Employers liability limit is to be \$1,000,000 when work is to be over water and involves maritime exposure.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retentions must be declared to and approved by the University of New Orleans. At the option of the University of New Orleans, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the University of New Orleans, its officers, officials, employees and volunteers; or the contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. OTHER INSURANCE PROVISIONS

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

- a. **The University of New Orleans, its officers, officials, employees, Boards and Commissions and volunteers are to be added as "additional insureds"** as respects liability arising out of activities performed by or on behalf of the contractor; products and completed operations of the contractor, premises owned, occupied or used by the contractor. The coverage shall contain no special limitations on the scope of protection afforded to the University of New Orleans, its officers, officials, employees or volunteers. It is understood that the business auto policy under "Who is an Insured" automatically provides liability coverage in favor of the State of Louisiana.
- b. Any failure to comply with reporting provisions of the policy shall not affect coverage proved to the University of New Orleans, its officers, officials, employees, Boards and Commissions or volunteers.
- c. The contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Workers' Compensation and Employers Liability Coverage

The insurer shall agree to waive all rights of subrogation against the University of New Orleans, its officers, officials, employees and volunteers for losses arising from work performed by the contractor for the University of New Orleans.

3. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, or reduced in

coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the University of New Orleans.

E. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a Best's rating of no less than A- VI or higher. This rating requirement will be waived for workers' compensation coverage only.

F. VERIFICATION OF COVERAGE

Contractor shall furnish the University of New Orleans with certificates of insurance affecting coverage required by this clause. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates are to be received and approved by the University of New Orleans before work commences. The University of New Orleans reserves the right to require complete, certified copies of all required insurance policies, at any time.

G. SUBCONTRACTORS

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

INDEMNIFICATION AGREEMENT

_____ agrees to protect, defend indemnify, save
(Contractor/Subcontractor/Lessee/Supplier)

and hold harmless the University, its officers, agents, servants, and employees, including volunteers, from and against any and all claims, demands, expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may

occur or in any way grow out of any act or omission of _____, its agents,
(Contractor/Subcontractor/Lessee/Supplier)
servants, and employees, or any and all costs, expense and/or attorney fees incurred by

(Contractor/Subcontractor/Lessee/Supplier)

as a result of any claim, demands, and/or causes of action except of those claims, demands, and/or causes of action arising out of the negligence of the University, its agents,

representatives, and/or employees. _____ agrees to investigate,
(Contractor/Subcontractor/Lessee/Supplier)

handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

Accepted by _____

Company Name

Signature

Title

Accepted _____ Date: _____

Is Certificate of Insurance Attached? ____ Yes ____ No

Contract No. _____ for University of New Orleans

PURPOSE OF CONTRACT: _____